

Employee Profile

Ques

Name:	Nreddy Subhash		
Age :	25	Date of Birth:	11/12/1998
Present Address:	Chandiyanagar Colony, Mallapur, Hyderabad.		
Emergency Contact:	8,897,740,583	Mobile No:	8,897,740,583
Automobile:	Bike ☐	Make:	2020
Vehicle EMI:		Year:	
Date of joining:	05/05/2021		

Personal Information (Optional)

Marital Status:	☒ Married ☐ Single				
Name of spouse:					
Spouse works at:					
Spouse's designation:					
Spouse's Gross Salary:					
Number of Children:					
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	Rented ☐				
Monthly Rent or EMI:	5600				
Type of House:	House in Basti ☐				

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FINANCIAL COMMITMENT (Optional)

Loans:	Home Loan:		EMI:	
	Personal Loan	200000	EMI:	6000
	Gold Loan		EMI:	
	Chit Fund:	200000	EMI:	12000
	Others:		EMI:	
Insurance Policy	Medical Insurance:		Premium:	
	Life Insurance:		Premium:	
	Term Insurance:		Premium:	
	Other Insurance:		Premium:	
Type of savings	Mutual Funds:		▼	
	Stock bonds:		▼	
	Fixed Deposit:		▼	
	Other Savings:		▼	

APPRAISAL FORM 2024-2025

Designation:	Junior Engineer	Division:	Construction
Qualification / Education:	B-tech		
Years of Experience in relevant field:	4 years		
Expected Percentage	45		
Justification for increase:	Almost 1 year i have maintained the entire site after the Narednder reddy sir, And i am facing a lots of complaints regarding electric and plumbing eventhough only weekly once plumber and electrician visiting the site, i have done part-2 stage-II AND III works, including A,B,and C block stage IV works.		
Justification for Promotion:			
Preferred Designation:			
Complaints:			
Suggestions:			

Signature: _____

Date: _____

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Division: Const

SALARY REVISION FORM (2023-2024)

Name:	Nreddy Subhash		
Age :	26	Date of Birth:	11-12-1998
Present Address:	Habsiguda		
	beside malabar gold shop		
	hyderabad		
Phone @:		Mobile:	8897740583
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	
Vehicle EMI:		Year:	
Salary at the time of joining:	15,000/-	Date of joining:	7-5-2021

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	-				
Spouse works at:	-				
Spouse's designation:	-				
Spouse's Gross Salary:	-				
Number of Children:	-				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	☐ Own ☐ Parents ☒ Rented ☐ Other _____				
Monthly Rent or EMI:	6,500/-				
Type of House:	☐ Independent house ☐ Flat ☒ House in a basti				

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Division:

Qualification / Education :	Junior engineer / B-tech
Years of Experience in relevant field:	3 years
Expected gross salary:	26,000/-
Justification for increase:	I have appointed as BNC Engineer but I have attended the BNC and MPL site works & customer complaints as of now I have to manage the BNC works & MPL site & customer complaints.
Complaints & suggestions:	
Preferred Designation:	

Signature: N. E.

Date: 14-04-23

For office use only:

1.	Item	Existing	Revised
2.	Nreddy Subhash		
3.	C.T. C. Salary	17000	
4.	Gross Salary including ESI & PF	15560	
5.	Basic	7780	
6.	DA	1556	
7.	HRA	6224	
8.	PF (Employer + Employee)	1868	
9.	ESI (Employer + Employee)	622	
10.	Net Salary after ESI & PF deduction	14359	
11.	Mobile Allowance	399	
12.	monthly conveyance	0	
13.	Loan with company		
14.	Loan repayment per month		
15.	Medical insurance provided		
16.	Accidental insurance provided	Yes	
17.	No. of leaves taken in 2022-23	12	
18.	Company	BNC	
19.	Division	Const.	
20.	Designation	Asst. Engineer	
21.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	14-04-2023	18-04-2023

SALARY REVISION FORM (2022-2023)

Name:	NREDDY SUBHASH		
Age:	23	Date of Birth:	11-12-1998
Present Address:	Sri Lakshmi Sai deluxe mens hostel, Sri Krishna Nagar, Yousufguda, Hyderabad.		
Phone @:		Mobile:	8897740583
Automobile:	☐ Car ☒ Bike ☐ Nil	Make:	Hero-glamar
Vehicle EMI:	4,500	Year:	2021
Salary at the time of joining:	15,000/-	Date of joining:	7-05-2021

Personal Information (Optional)

Marital Status:	Married / Single				
Name of spouse:	—				
Spouse works at:	—				
Spouse's designation:	—				
Spouse's Gross Salary:	—				
Number of Children:	—				
Name	Age	Gender	Name of School	Class	Approx. Annual Fees
Residence:	☐ Own ☐ Parents ☐ Rented ☒ Other				
Monthly Rent or EMI:	6,000/-				
Type of House:	☐ Independent house ☐ Flat ☐ House in a basti				

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Qualification / Education:	B-Tech [Civil]
Years of Experience in relevant field:	1 Year
Expected gross salary:	Rs. 20,000/-
Justification for increase:	I had stayed in the mpa site for 1 month 10 days at the time of lockdown [May-2021]
Present Designation:	Assistant Engineer.
Preferred Designation:	Engineer.

Signature: N. [Signature]Date: 9-4-22

For office use only:

	Item	Existing	Revised
1.	Nreddy Subhash		
2.	C.T. C. Salary	15000	
3.	Gross Salary including ESI & PF	13729	
4.	Basic	6864	
5.	DA	1372	
6.	HRA	5491	
7.	PF (Employer + Employee)	1594	
8.	ESI (Employer + Employee)	531	
9.	Net Salary after ESI & PF deduction	12383	
10.	Mobile Allowance	399	
11.	Avg. monthly conveyance for last 3 months	0	
12.	Loan with company		
13.	Loan repayment per month	0	
14.	Medical insurance provided		
15.	Accidental insurance provided	Yes	
16.	No. of leaves taken in 2021-22	8	
17.	Company	BNC	
18.	Division	Const.	
19.	Designation	Asst. Engineer	
20.	Remarks:		
	Prepared by:	Date:	Approved by:
	Iqra Khatoon	12.04.22	G. Jai Kumar
			Date:
			15.04.22